

Julie Kennedy, President
Lisa Palmer, Vice President
Tom Fayram, Director
Greg Parks, Director
Nina Stormo, Director



LOS OLIVOS COMMUNITY SERVICES DISTRICT

Posted: 5-10-2024

REGULAR MEETING

May 15, 2024, 6PM (PST)

Los Olivos Grange Hall

2374 Alamo Pintado Ave, Los Olivos CA 93441

Please observe decorum and instructions from the President

This meeting will be held both in-person and electronically via Zoom meetings. In-person the meeting will be held at the following location:
St Mark's in the Valley Episcopal Church, Stacy Hall - 2901 Nojoqui Ave, Los Olivos CA 93441

The public will also be able to hear and participate electronically by using the following links:

On Zoom:

<https://us06web.zoom.us/j/86135156557?pwd=4sl90bmVH88b51RlbLhlyUaGD52CFF.1>

By Phone:

Meeting ID: 861 3515 6557 Passcode: 157483

One tap mobile: +16699006833,,86135156557#,,,,*157483# US (San Jose)

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MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

Members of the public may address the Board of Directors on any items of interest within the subject matter and jurisdiction of the Board but not on the agenda today (Gov. Code - 54954.3). The public may also request future agenda topics at this time. Speakers are limited to a maximum of 3 minutes. Due to the requirements of the Ralph M. Brown Act, the Board of Directors cannot take action today on any matter not on the agenda, but a matter raised during Public Comments can be referred to District staff for discussion and possible action at a future meeting.

INFORMATIONAL ITEM:

Per public request, a brief report from the General Manager that conveys District status and updates is being added at the beginning of the agenda. This status report may touch on key items in the project plan or schedule. The General Manager will leave other detailed reporting, including budgetary reporting until the end of the meeting. This item is informational only, no action will be taken, and no public comment will be received.

5. GENERAL MANAGER'S BRIEF DISTRICT STATUS REPORT

ADMINISTRATIVE ACTION ITEMS:

All matters listed hereunder constitute an administrative / consent agenda and will be acted upon by a single vote of the Board. Matters listed on the Consent Agenda will be read only on the request of a member of the Board, in which

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event the matter may be removed from the Consent Agenda and considered as a separate item. The public may comment on any of the items prior to the vote being taken by the Board.

6. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

Meeting minutes of April 10, 2024.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE MAY 1, 2024.

The invoices below have been reviewed by the Finance Subcommittee and are recommended for approval.

No.	Invoice Date	Invoice #	Provider	Amount
1	4/2/2024	1308	REGEN – 30% Engineering – Hybrid Models	\$ 13,300.00
2	4/4/2024	85656	Aleshire & Wynder – Legal Services	\$ 684.00
3	4/16/2024	86112	MNS Engineering – Engineering and Support Svcs.	\$ 1,420.00
4	4/11/2024	00876.004 - 3	GSI – Groundwater Monitoring Wells (Grant Reimbursable)	\$ 11,252.50
5	5/1/2024	20244	Savage – GM Services (Portions Grant Reimbursable)	\$ 4,423.23

The invoices below have been reviewed by the Finance Subcommittee and are not recommended for approval at this time. Instead, the Finance Subcommittee recommends that the invoice be held until the final report from REGEN is received.

No.	Invoice Date	Invoice #	Provider	Amount
1	5/1/2024	1321	REGEN – 30% Engineering – Hybrid Models	\$ 11,250.00

Project	Vendor	To Date (inc. above)	Remaining Authorization
Audit (Pre 2023)	Moss, Levy & Hartzheim, LLP	\$ 2,780.00	\$ 4,995.00
Audit (2023)	Moss, Levy & Hartzheim, LLP	\$ 0.00	\$ 2,900.00
30% Hybrid Design	REGEN, LLC.	\$ 71,856.59	\$ 3,143.41
Groundwater Wells	Various	\$ 97,335.36	\$ 24,109.64

BUSINESS ITEMS:

7. REGEN REPORT ON THE 30% DESIGN FOR A HYBRID COLLECTION SYSTEM

REGEN will provide its final report on the contracted effort to develop a 30% engineering design of a hybrid collection solution. The hybrid approach allows for effluent only collection and/or a mix of effluent only and gravity fed collection technologies to be used. Under any of the approaches, advanced on-site systems may also be considered. A copy of the provided report will be included with the agenda packet, but can also be found on-line at:

<https://www.losolivoscsd.com/files/a7cf8e45f/Los+Olivos+-+Basis+of+Design+Hybrid+Collection+Analysis+Rev+1.0+Final.pdf>

Note that following the discussion with REGEN, some adjustments are expected to be made before the report is finalized.

8. CONSIDERATION OF A CONTRACT WITH COROLLO ENGINEERING, IN THE AMOUNT OF \$40,240, REGARDING PROCESSING OF THE LOADS AND FLOWS OF LOCSD WASTEWATER ON THE CITY OF SOLVANG’S WASTEWATER TREATMENT PLANT AND RELATED INFRASTRUCTURE

Corollo Engineering, the City of Solvang’s selected wastewater treatment plant engineering firm, has provided an estimate to evaluate the impact of processing LOCSD influent (gravity fed, effluent only, or a mix) on the City’s wastewater treatment plant (WWTP). The evaluation laid out in the scope and budget considers impacts of additional loads and flows on the WWTP capacity as well as water quality of the influent. The effort is estimated by Corollo to cost \$40,240. The work is estimated to take four months. Corollo’s expertise and experience focuses on the City of Solvang’s WWTP. Consequently, a separate consultant, with more specific expertise is being recommended to evaluate the rest of the City’s infrastructure.

9. CONSIDERATION OF A CONTRACT WITH WATER SYSTEMS CONSULTING, INC., IN THE AMOUNT OF \$18,787, REGARDING CONNECTING THE LOCSD TO THE CITY OF SOLVANG’S WASTEWATER TREATMENT INFRASTRUCTURE

Water Systems Consulting, Inc. (WSC) is the City of Solvang’s wastewater treatment infrastructure engineering firm. WSC recently performed a full analysis on the City of Solvang’s wastewater treatment infrastructure. The analysis examined existing infrastructure outside of the treatment plant itself and included a detailed look at pipes, lift

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stations, and other wastewater infrastructure. The proposed contract would evaluate the impact and related costs for moving LOCSO wastewater (influent) through the existing City of Solvang infrastructure to the actual treatment plant. The Corollo Engineering contract looks at the impacts on the plant itself. The effort is estimated by WSC to cost \$18,787. The work is estimated to take three months.

10. UPDATE AND DISCUSSION ON GROUNDWATER MONITORING WELLS

The LOCSO successfully installed three new groundwater monitoring wells and tested all five wells earlier this year. Discussion continues about need for additional testing and test wells. Since the last Regular meeting of your Board, the Central Coast Regional Water Quality Control Board (CCRWQCB) has recommended additional approaches to testing the District’s existing wells. Given the CCRWQCB’s recommendations, additional quotes from GSI Water Solutions (GSI) were sought to perform the work. The GSI effort, which includes the previously discussed “split sample” approach to testing the existing five wells is estimated at \$22,150 (see attached estimate). In addition, the CCRWQCB recommends that the District obtain high-quality location data for the existing wells. The data would provide “Northing, Easting, and Elevation” (NEE) information (essentially a latitude, longitude, and elevation) for each well. The NEE data could then be used to determine actual water levels underground. Current approaches only allow for determining the depth of water below ground surface, as measured from the top of a well. The NEE data will allow the level of water between existing wells to be compared. Efforts were made to obtain quotes from several surveying firms. In the end, Gramatici, a surveying firm in Los Olivos was selected. The effort to obtain NEE data for the five wells, and provide it in a format suitable for future use by the District, CCRWQCB, and other jurisdictions is \$1,300 (see attached estimate). Combined, these two efforts essentially exhaust the remaining County of Santa Barbara Environmental Health Services (EHS) grant funding.

Previously, the Board had discussed an interest in doing additional testing north of Highway 154. Staff obtained a separate estimate from GSI to perform this testing. The estimate is \$3,500. Note that GSI has commented on a number of potential issues with the testing, including potential damage to equipment, need to remediate any damage to the well, and general unknowns about the construction and depth of the well.

Information on the District wells and related testing can be found on-line at:
<https://www.losolivoscsd.com/district-drills-three-additional-groundwater-monitoring-wells-6ee4aedd-e69b-4137-afc1-bc072cbcb7d0>

11. FISCAL YEAR 2024-25 BUDGET

The Board will review the Proposed Budget for Fiscal Year 2024-25 (FY 2024-25). The District’s FY 2024-25 will run from July 1, 2024 through June 30, 2025. As part of their deliberations, the Board may set the date and time for the FY 2024-25 Budget Hearing. In keeping with the State law, notice of the Hearing must be posted more than two weeks prior to the Hearing being held. Likely dates for the Budget Hearing include June 12, 2024. The FY 2024-25 Proposed Budget can be found at:

<https://www.losolivoscsd.com/fy-2024-25-proposed-budget>

INFORMATIONAL ITEMS:

These items are informational only, no action will be taken, and no public comment will be received.

12. REPORTS

A. SUBCOMMITTEE REPORTS

- Finance Subcommittee (President Kennedy Chair)**
- Grants Subcommittee (President Kennedy Chair)**
- Project Management Subcommittee (Director Palmer Chair)**
- Technical Subcommittee (Director Fayram Chair)**

B. GENERAL MANAGER AND DISTRICT ENGINEER COMMENTS

The GM and DE will give reports on any meetings that they attended on behalf of the District, report on various District-related activities and/or provide status on projects. The GM may also review Budget Reports. See the packet for more details.

Notable upcoming meeting items:

- May – REGEN 30% deliverable final presentation (REGEN in attendance)
- May – FY 2024-25 Preliminary Budget
- June – FY 2024-25 Budget Hearing, Gann Limit, Tax Assessment Authorization

13. DIRECTORS COMMENTS

Directors will give reports on any meetings that they attended on behalf of the Board and/or choose to comment on various District-related activities. Directors may also request future agenda topics at this time.

14. ADJOURNMENT